

SERVICE MANAGEMENT AMENDMENT

STATE PLAN UNDER TITLE XIX OF THE
SOCIAL SECURITY ACT

Targeted Service Management
for Persons with Mental Retardation
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STATE: COMMONWEALTH OF PENNSYLVANIA
ENCLOSURE A TO ATTACHMENT 3.1A AND 3.1B

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY ACT

STATE/TERRITORY: PENNSYLVANIA

SERVICE MANAGEMENT

1. LOCATING SERVICES

Locating services consists of assistance to the recipient and his or her family in linking, arranging for, and obtaining services specified in an individual service plan. Activities shall include assessment of the individual's strengths and needs for the purpose of developing the plan, arranging for the plan to be developed, services referral, and problem resolution to ensure that persons gain access to needed services and entitlements.

2. COORDINATING SERVICES

Coordinating services consists of ongoing management of the service plan in cooperation with the recipient, his or her family, and providers of service. Activities include periodic review with the recipient of the individualized service plan, coordination of service planning with providers of service, contact with family, friends and other community members to coordinate the recipient's natural support network, and problem resolution related to coordination activities.

3. MONITORING SERVICES

Monitoring services consists of a process to assure that recipients receive the appropriate quality, type and level of services needed. Activities include monitoring of service plan implementation through interdisciplinary meetings and visits to providers of service; assessments of recipient progress and family satisfaction with services, arranging for modifications in service delivery; and advocacy to insure continuity of service, system flexibility and integration, proper utilization of facilities and resources, accessibility, and recipient's rights.

TN# 87-04
Supersedes
TN# New

OCT 17 1988
Approval Date Effective Date 7-1-87

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E. QUALIFICATION OF PROVIDERS

The provider shall be an organizational unit consisting of multiple professional disciplines capable of locating, coordinating and monitoring necessary and appropriate services for persons with mental retardation.

Services shall be provided pursuant to OBRA of 1987, (P.L. 100-203, Section 4118 [i]) which permits designation of providers who are best able to ensure that eligible persons receive needed services and who meet and maintain the provider qualifications in the plan.

Each provider shall have the capability to:

1. Maintain a continuing relationship between the person with mental retardation, the family, and the facility or provider responsible for services.
2. Constitute a fixed point of referral and information for persons with mental retardation and their families.
3. Initiate, develop, and maintain a pattern of interaction between the diagnostic and evaluation teams and others concerned with services to the person with mental retardation and his/her family. This pattern must emphasize participation in the life-management planning process of the person with mental retardation and his/her family, physician, local public health nurse, teacher, representatives of human service resources, vocational services representatives, other providers of service, and advocates, whenever possible.

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4. Foster cooperation through the use of a multidisciplinary approach.
5. Ensure cooperation with other services involved in the diagnosis, evaluation and planning for the person.
6. Provide services which:
 - (i) evaluate the person's mental retardation and associated disabilities.
 - (ii) define the strengths, skills, abilities, and needs of the person.
 - (iii) assess the needs of the person and his/her family.
 - (iv) develop a practical plan for persons with mental retardation and their families.
 - (v) reassess the progress of the person at regular intervals to determine continuing need for services and for changes in the management plan.

The provider shall ensure that services are rendered by a qualified service manager.

Service managers shall meet current State Civil Service qualifications for caseworker, caseworker supervisor, or equivalent qualifications approved by the Department. Current standards for these positions are attached.

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F. ASSURANCES

The State assures that the provision of service management will not restrict an individual's free choice of providers in violation of 1902(a)(23) of the Act.

1. Eligible recipients or an authorized representative will have free choice of the providers of service management.
2. Eligible recipients or an authorized representative will have free choice of the providers of other medical care under the plan.

The State assures that payment for service management under the plan shall not duplicate payments made to public agencies or private entities under other program authorities for this same purpose.

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SERVICE MANAGEMENT

A. TARGET GROUP

Persons with mental retardation who are eligible for Medical Assistance under the State Plan, excluding recipients of a 1915(c) waiver for individuals with mental retardation.

B. AREAS OF STATE IN WHICH SERVICES WILL BE PROVIDED

Entire State

C. COMPARABILITY OF SERVICES

Services are not comparable in amount, duration and scope. Authority of Section 1915(g)(1) of the Act is invoked to provide services without regard to the requirements of Section 1902(a)(10)(B).

D. DEFINITION OF SERVICES

Under the authority of Section 1915(g) of the Social Security Act, case management, herein referred to as service management, means services which assist individuals with mental retardation who are eligible under the State Medical Assistance plan in gaining access to needed medical, social, educational, and other services.

Service management consists of locating, coordinating and monitoring necessary and appropriate services for an individual.

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3. Joint Responsibilities of Health and Welfare

In order to effectively administer the medical services of both Departments, cooperative arrangements will be established for the following:

- a. Reciprocal Referral Services
- b. Exchange of Reports Service
- c. Coordination of plans for the individual recipient
- d. Joint evaluation of policies affecting the medical services of both Departments.
- e. Joint planning and evaluation of program changes that may be needed to achieve mutual goals.
- f. Joint evaluation of utilization review of Health services rendered to Medical Assistance recipients.

4. Liaison between the two Departments will be continuous. The Director of the Bureau of Special Health Services will be the liaison official for Health. The Director of the Bureau of Medical Assistance will be the liaison official for Welfare. Both Departments will be represented on the Medical Assistance Advisory Council.

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IN WITNESS WHEREOF, the parties have caused this ORDER to be executed by their officials hereunto duly authorized.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE

Harold G. Smith
Secretary of Public Welfare *Wm*

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF HEALTH

Charles B. Bunnell
Secretary of Health

APPROVED AS TO FORM AND
MANNER OF EXECUTION

Julius H. Brown
Secretary for Box
Welfare, Legal Counsel

Joseph L. Cohen
Health, Legal Counsel

NOTED:
Robert E. Simpson
Comptroller of Health and Welfare